



**Billing Code 4210-67**

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5603-N-13]**

**Notice of Submission of Proposed Information Collection to OMB**

**Multifamily Financial Management Template**

**AGENCY:** Office of the Chief Information Officer, HUD

**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below has been submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

The Uniform Financial Reporting Standards (UFRS) regulation requires HUD's multifamily housing program participants to submit financial data electronically, using generally accepted accounting principles, in a prescribed format. Electronic submissions of this data require use of a template. HUD uses this information to monitor the owners' compliance with regulatory requirements and to assess fiscal performance.

**DATES:** Comments Due Date: **[Insert Date 30 Days after the date of publication.]**

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB approval Number (2502-0551) and should be sent to: HUD Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503; fax: 202-395-5806. Email: [OIRA\\_Submission@omb.eop.gov](mailto:OIRA_Submission@omb.eop.gov) fax: 202-395-5806.

**FOR FURTHER INFORMATION CONTACT:** Colette Pollard., Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410; e-mail Colette Pollard at Colette. [Pollard@hud.gov](mailto:Pollard@hud.gov). or telephone

(202) 402-3400. This is not a toll-free number. Copies of available documents submitted to OMB may be obtained from Ms. Pollard.

**SUPPLEMENTARY INFORMATION:** This notice informs the public that the Department of Housing and Urban Development has submitted to OMB a request for approval of the Information collection described below. This notice is soliciting comments from members of the public and affecting agencies concerning the proposed collection of information to: (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information; (3) Enhance the quality, utility, and clarity of the information to be collected; and (4) Minimize the burden of the collection of information on those who are to respond; including through the use of appropriate automated collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

**This notice also lists the following information:**

**TITLE OF PROPOSAL:** Multifamily Financial Management Template

**OMB APPROVAL NUMBER:** 2502-0551

**FORM NUMBERS:** None

**DESCRIPTION OF THE NEED FOR THE INFORMATION AND ITS PROPOSED USE:**

The Uniform Financial Reporting Standards (UFRS) regulation requires HUD's multifamily housing program participants to submit financial data electronically, using generally accepted accounting principles, in a prescribed format. Electronic submissions of this data require use of a template. HUD uses this information to monitor the owners' compliance with regulatory requirements and to assess fiscal performance.

**FREQUENCY OF SUBMISSION:** Annually

<b>REPORTING BURDEN:</b>	<b>Number of</b>	<b>Annual</b>	<b>Hours per</b>	<b>Burden</b>
	<u><b>Respondents</b></u>	<u><b>Responses</b></u>	<b>x</b>	<u><b>Response</b></u> <u><b>Hours</b></u>
	20,774	1		2.589 53,784

**TOTAL ESTIMATED BURDEN HOURS:** 53,784

**STATUS:** Extension without change of a curtly approved collection

**AUTHORITY:** Section 3507 of the Paperwork Reduction Act of 1995, 44 U.S.C. 35, as amended.

**Date:** February 15, 2012

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Colette Pollard,  
 Departmental Reports Management Officer  
 Office of the Chief Information Officer